

**HISTORIC DISTRICT COMMISSION  
MINUTES OF**

**April 1, 2013**

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on April 1, 2013, at 7:00 p.m. Notice and Agenda of the meeting were posted at 201 West Gray Building A and the Norman Municipal Building twenty-four hours prior to the beginning of the meeting.

Due to the illness of the recording secretary, these minutes are abbreviated.

Chairperson Neil Robinson called the meeting to order at 7:11 p.m.

Item No. 1, being: **Roll Call.**

MEMBERS PRESENT:	Rangar Cline
	Anna Eddings
	David John
	Russell Kaplan
	Loy Macari
	Neil Robinson
	Anaïs Starr
	Scott Williams

MEMBERS ABSENT:	Chesley Potts
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STAFF MEMBER PRESENT:	Susan Atkinson, Historic Preservation Officer
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GUESTS:	Michael Leary
	Clint Williams
	Rick McKinney

Item No. 2, being: **Approval of the Agenda.**

**Motion** by L Macari for approval; Second by R Kaplan. All approve.

Item No. 3, being: **Approval of Minutes from the March 4, 2013 Regular Meeting.**

**Motion** by R Kaplan for approval; Second by D John. All approve.

Item No. 5, being: **Staff report on projects approved by Administrative Bypass since March 4, 2013.**

S Atkinson reported there one COA had been granted by Admin Bypass for a back yard privacy fence and a front yard picket fence at 421 S Lahoma in the Chautauqua Historic District.

Item No. 6, being: **Staff report on CLG projects**

S Atkinson reported that the Historic/Architectural Survey of Porter Avenue Automotive Resources had gotten underway on March 27. She said there were no further developments on planning for the Infill Development Workshop scheduled for September 12, 2013. She also reported on follow up with the Norman Board of Realtors based on the commission's recommendation to use CLG funds to create a Historic Preservation brochure for realtors. She reported that the Board of Realtors responded that such a brochure would not be widely used. Atkinson asked if the commission was willing to limit their recommendation for FY 13 projects to \$10,200 to include the Bob Yapp wood siding repair workshop and travel for staff and a commissioner to the NAPC Forum. The commission voted by acclamation to include those items on the CLG application that will be submitted for consideration by City Council on April 23.

Item No. 7, being: **Continuation of the Certificate of Appropriateness at 549 S Lahoma. (Denied 11-7-11)**

S Atkinson stated that the City was applying for Motion for Summary Judgment in District Court but that the case had still not been assigned a hearing date.

Item No. 8, being: **Continuation of the Certificate of Appropriateness at 639 S Lahoma. (Granted 12-5-11; 1-9-12; 10-08-12; 12-03-12)**

S Atkinson stated there were no exterior changes at this property.

Item No. 9, being: **Continuation of Certificate of Appropriateness (granted 1-09-12) for 633 Chautauqua.**

S Atkinson said there had been no further developments since March

Item No. 10, being: **Continuation of Certificate of Appropriateness (granted 05-07-12; Ext 04-13) for 710 Miller.**

S Atkinson said she had confirmed that the property had been sold and had sent a letter to the new owner of record explaining the existence of the COA to install a rear fence along the alley. The COA expires in May 2013.

Item No. 11, being: **Continuation of Certificate of Appropriateness (granted 05-07-12; 1-7-13) for 319 Castro.**

**At this point Commissioner Russell Kaplan recused himself and left the room.**

S Atkinson explained the first of two requests: seeking to amend the original COA granted May, 2012 for a variety of activities including window replacement. Given the large scope of work a pair of windows was omitted from the north elevation as interior planning changed over the course of the project. The applicant is seeking to retain the north elevation as is with no windows but was willing to consider installing them if that was the commission's direction. Contractor M

Leary was present to answer questions. Discussion concluded that the pair of windows on the north elevation was not part of the house's historic fabric and was located on the back of the house where it would be largely invisible from any public view.

**Motion** by A Starr for approval as presented; Second by R Cline. Approved unanimously.

S Atkinson presented the second item with this project, explaining that the garage apartment (COA granted 1-07-13) had been assigned a separate address during the City permitting process and was now identified as 321 Castro. Applicant is seeking to amend the original COA to include a pedestrian door on the west wall. Contractor M Leary was present to answer questions.

**Motion** by A Starr for approval as presented; Second by D John. Approved unanimously.

**At this point Commission Russell Kaplan returned to the room and rejoined the meeting.**

Item No. 12, being: **Continuation of the Certificate of Appropriateness at 620 Miller Avenue. (Granted 08-12-12; Ext 02-13)**

Commissioner R Cline, who owns the property, stated that the garage door would be installed this week.

Item No. 13, being: **Continuation of the Certificate of Appropriateness at 820 Miller Avenue. (Granted 08-6-12)**

S Atkinson explained there had been no change since the March meeting.

Item No. 14, being: **Continuation of the Certificate of Appropriateness at 435 Chautauqua Avenue. (Granted 10-8-12; Ext 03-13)**

S Atkinson explained that interior work continues with no change yet to the exterior. Applicant requested and was granted COA extension in March 2013.

Item No. 15, being: **Continuation of the Certificate of Appropriateness at 720 W Boyd. (Granted 12-3-12)**

S Atkinson stated that no work has begun on the building but that she received word that the National Park Service had granted the project preliminary approval as a Rehabilitation Tax Credit Project.

Item No. 16, being: **Continuation of the Certificate of Appropriateness at 410 S Peters. (Granted 12-3-12; 01-07-13)**

Commissioner D John, who lives at this property, stated that they were still in negotiation with moving contractors but hoped that work would begin in May.

Item No. 17, being: **Request for Certificate of Appropriateness at 231 E Symmes.**

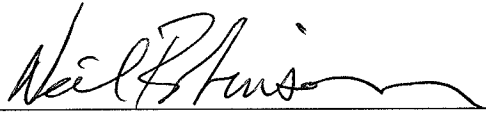
S Atkinson presented the project request: to build a covered walkway linking the historic house with the building to the north, which is not located in the Miller Historic District. Architect R McKinney was present to represent his client, Mary Abbott Children's House, and to answer questions about the project. Commissioners discussed form of the addition and the fact that it is proposed for a secondary front elevation (the property is located on a corner) and the nature of its institutional land use. They concluded that the proposed addition would make minimal alteration to the historic building and would leave intact ornamental detail that is characteristic of the Victorian-era building.

**Motion** by R Kaplan for approval as presented; Second by S Williams. Approved unanimously.

Item No. 18, being; **Miscellaneous.** Commissioners discussed the upcoming Placemaking Workshop being held by OU's Institute for Quality Communities on April 3.

Item No. 19, being: **Adjournment.** The meeting was adjourned at 8:55 p.m.

Passed and approved this 1st day of July 2013.

  
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Neil Robinson, Chair